LOS ANGELES COUNTY
INFORMATION SYSTEMS COMMISSION

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Members

Raoul J. Freeman,
Ph.D. *Chair*

T. Austin Bordeaux
William Chen
Ying Tung Chen
Jonathan S. Fuhrman
Marilyn G. Katherman
Tom Ross
Alfred S. Samulon
Arnold Steinberg

MINUTES OF REGULAR MEETING
of
September 8, 2008
Room 372, Kenneth Hahn Hall of Administration

Members Present
Dr. Raoul Freeman, Chair
T. Austin Bordeaux
Ying Tung Chen
Jonathan Fuhrman
Marilyn Katherman
Tom Ross
Alfred Samulon

Members Not Present
William Chen
Arnold Steinberg

Others Present
Henry Balta, Department of Chief Information Office
David Chittenden, Internal Services Department
Robert Davis, Department of the Auditor-Controller
James Hall, Department of Chief Information Office
Kimberly Katsuyama, EDS (Electronic Data Systems)
Dean Logan, Registrar-Recorder/County Clerk
Peter Loo, Department of Chief Information Office
Christina Nguyen, Department of Public Social Services
Michael Petrucello, Assistant Registrar-Recorder/County Clerk
Robert Pittman, Chief Information Security Officer
Richard Sanchez, Acting Chief Information Officer

Staff
Janice A. Davis, Commission Services Staff

CALL TO ORDER

Chairman Freeman called the meeting to order at 3:33 p.m.

APPROVAL OF MINUTES FROM MAY 5, 2008

On motion of Commissioner Fuhrman and seconded by Commissioner Samulon, and unanimously carried, the minutes of May 5, 2008 were adopted with two minor changes.

Commissioner Bordeaux joined the meeting at 3:38 p.m.

Commissioner Ross joined the meeting at 3:39 p.m.

ANNUAL ELECTION OF CHAIR

Nominations were opened from the floor for Chairman for 2009. Commissioner Katherman nominated Raoul Freeman, seconded by Commissioner Samulon. There being no further nominations, nominations were closed.

On motion of Commissioner Katherman, seconded by Commissioner Samulon, and unanimously carried, Raoul Freeman was re-elected as Chairman for 2009.

INVITED GUEST, MR. DEAN C. LOGAN, DEPARTMENT HEAD, REGISTAR-RECORDER/COUNTY CLERK TO DISCUSS IT ELECTION SECURITY

Mr. Dean Logan, Registrar-Recorder/County Clerk, distributed handouts and provided the following report:

- Los Angeles County is unique in having multiple components in its voting system.

- The *Inka Vote Plus System* replaced the punching ballot system and has reduced ballot errors.

- The Secretary of State performed rigorous tests and approved the systems used by the Registrar-Recorder/County Clerks Office for the upcoming elections. Due to the stringent requirements set by the Secretary of the State, "Touch Screen Voting" will not be used in Los Angeles County.

- Commissioner Fuhrman met with Mr. Logan to discuss the issue of "Absentee Ballot Forms" not received by on-line requestors, and the issue has since been resolved.

- Each polling station has a roster of voters available for verifying individuals who requested absentee ballots. If the individual insists he never received a ballot then a provisional ballot will be furnished to him for voting. His hand written signature will be verified.

- Los Angeles County uses a paper based optical scan system for tabulating votes.

- Electronic Voting Systems provide flexibility; however, the Federal Government has set standards and regulations that continually change. There is a movement back to a paper based system.

- In the States of Oregon and Washington elections are conducted by mail only.

UPDATE ON ECAPS

Mr. Robert Davis, Department of the Auditor-Controller, distributed handouts and then gave the following report regarding e-CAPS:

Phase I:

The contract for Phase I was originally released in 2004, and went live July 2005 with modules set up for the following:

- General Ledger
- Accounts Payable and Receivable
- Cost Accounting

Phase II:

Implementation of software changes (productivity enhancements) for budget preparations will be rolled out in October 2008 for the 2009-2010 proposed budgets.

A new time card was drafted and is being discussed with hospital administrators. It proposes to supplement eCAPS timecards by including scheduling software and a time collection device for clinical staff.

The Internal Services Department (ISD) completed the first annual close of the procurement module in July 2008. The Department of Public Works (DPW) implemented their rollout on July 1, 2008. Implementation discussions for procurement have been held with the Sheriff's Department, Fire Department and the Department of Children and Family Services for Fiscal Year 2008-2009.

Phase III:

The *Time Card Collection System* is in progress with over 9,000 employees using the new County timekeeping application, with the goal of adding 15,000-20,000 employees by December 2008. The target is to add 25,000 employees each year to the County's time card collection system. The target completion date is the 4th quarter of 2011.

The software designs for *eCAPS/eHR* have been completed, and it is ready for implementation in January 2010. The target date for CWPAY replacement is January 1, 2010, and the target date for CWTAPPS replacement is January 1, 2012.

LA PORTAL

Mr. Peter Loo, Department of Chief Information Office, gave the following report:

- The primary goal of the LA Portal project is to combine software and hardware infrastructures to create and maintain on-line contents and services across all Departments.

- Previously, information was not easily accessible and the Departments were spending time and money buying domain names to prevent losing their identity. The solution was the creation of "LA County Brand" which is designated as (Dot). Gov, and is assigned, approved and maintained by the federal government and cannot be purchased.

- "Distributed Content Management" provides Departments full control over the content and information with pre-defined approval chains. Standards for public websites for Los Angeles County were established by the Board of Supervisors in May 2008.

- The LA Portal will be a one stop shopping center which contains information regarding County and Government services. It provides multiple ways to receive information on services offered by Los Angeles County.

- The infrastructure will allow Departments to redesign their systems according to their own needs and requirements.

- The integrated search element has two parts, query capability and conceptual questions. A spider in the system will check the entire site and bring back information from Department sites as well as the portal.

- The "Los Angeles County Employee Web Page" allows the employee access to some information from home; however, intranet information will not be accessible from home.

- There is a proactive survey for feedback at the front page and an infrastructure at the back end which tracks the most used information and services for statistical purposes.

Dr. Freeman thanked Mr. Loo for his impressive presentation.

MATTERS NOT ON THE POSTED AGENDA (TO BE BRIEFLY DISCUSSED AND PLACED ON A FUTURE AGENDA)

- CIO Report

PUBLIC COMMENT / ANNOUNCEMENTS

There were none.

ADJOURNMENT

There being no further business, upon a motion made by Commissioner Ross and seconded by Commissioner Fuhrman, the meeting was adjourned at 5:09 p.m.